



Committed to Achievement

MINUTES

FULL GOVERNING BODY MEETING

Tuesday 18th May 2010

Part 1

Present

Chris Brown	Kate Sheehan	Ian Hylan Headteacher
Diane Armstrong	Steve Lumb	Roger Prew – Deputy Head
Michele Cawte	Keith White	Jacqui Scott – Deputy Head
Peter Powell	Dorothy Kemp	
Michele Phillips	Marilyn Bicknell	Victoria Harvey – Head Girl
Jan Wisely – Vice Chair	Dave Randall	Alex Hayward – Head Boy
Paul Louden - Chair	Marilyn Bicknell	
Peggy Morse		Jean Hood - Clerk

		ACTION BY
1.	Apologies. – Peter Thorn – College undergoing inspection Gwenda Lilley – Curriculum meeting at school.	
2.	Declaration of Business Interests. – None were declared.	
3.	Minutes of the Previous Meeting. – These were accepted and signed off by chair	
4.	Matters Arising. - None	
5.	Health and Safety - Health and Safety - An external audit has been made and awaiting the report .	
6.	Safeguarding - PL introduced JT who then went through the Safeguarding presentation to Governors.	

7.	<p>Chair of Governors' Business –</p> <p>a – Head boy and head girl were introduced to governors.</p> <p>b - The Complaints Policy, Pay Policy and Exclusion Policy were all ratified and signed off by PL. The meeting also ratified the Credit Card Policy and the Resource Group Terms of Reference as recommended by the last Resources Group meeting. Policies to be put on school website.</p> <p>c- Gov body update - Governors accepted Peter Thorn to renew term of office and remain as a Sponsor governor. Peggy Morse to renew term of office as Community Governor. Chris Brown will not be renewing his term of office as LEA governor.</p> <p>MC asked if PL would contact governors whose attendance was poor. JLH to check attendance requirements. DK was requested to inquire directly with the LA.</p> <p>PL discussed GovernorsE Learning.</p>	JLH
8	<p>School Budget - Discussion and Approval – Gill Newman. IMH discussed funding . He reported that the school would not be given funding for the increased September 2010 yr 7 intake until the new financial year in April 2011.</p> <p>GN reported that teaching staff will receive a pay rise as agreed as the last year of a 3 yr pay award. The LSC have stated that if the predicted 6th form number is not met the additional allocated funds will be clawed back. There may be a possibility of some extra funding if 6th form numbers increase.</p> <p>The Resource group recommended the 10/11 year. Governors accepted and approved the 10/11 year plan.</p> <p>MC proposed and MP seconded the recommendation for approval of the plan.</p> <p>3 year plan</p> <p>GN reported that it was difficult to predict the future financial position due to the new government's election and awaited budget announcements. Other unknown factors included the grades of new teacher appointments yet to be made and 6th form numbers. The plan shows a £30,381 deficit position at the end of year 3. This includes making all the existing loan repayments.</p> <p>GN asked for the current plan to be approved with the proviso that it is reviewed later in the year when the unknown factors should be resolved and estimates of spend could be adjusted to reflect this. GN reported that she had liaised with Bursar Support regarding this and they had agreed with this course of action. KS proposed acceptance and PP seconded. The 3 year plan was accepted and approved by the meeting.</p> <p>The schools FMSIS re-accreditation has been received.</p> <p>PL thanked GN for the work involved.</p>	

9.	Questions from Headteacher's report - KS asked if a trip would be organised to Manor Green. IMH said nothing was yet offered. CB asked for clarification regarding the English situation. IMH confirmed that ESW was stepping down as HoD There had been no suitable candidate interviewed as a replacement. At present SJG and LEW will take over as joint HoD for 1 year.	
10.	Reports from Committee Meetings – T & L – CB reported that there had been a discussion with JAW on how to improve the 6 th form. G & T were also discussed. Resources – Their meeting had been covered in the reporting of the budget. The site team were commended L & M - The complaints policy had been discussed. Staffing structure was accepted. Astor H o H position will continue being filled by a member of the support staff. After a very low turnover of staff in recent years, this year it is higher. Very good staff have been recruited to fill all vacancies. The new school development plan was outlined. The draft plan is with LT including the Ofsted action points running from April to April.	
11.	Head Boy and Head Girl Report - Both thanked governors for their welcome and the previous HG and HB in the role they played in fund-raising activities. They then summarised their backgrounds and spoke about the details of their report. PL thanked them both	
12.	Governors Training - KS said the new training dates had been circulated. The structure of training sessions will be changed in the future.	
13.	Feedback from Governors Visits - DA enjoyed the opportunity to attend a drama and humanities class.	
14.	Clerk's Update - JLH mentioned that the Summer version of the Leadership Update will be circulated as soon as it will be on First Class	
15	A.O.B. - None	

Signed Off

Chair

Date.....